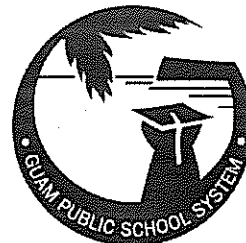




LUIS S.N. REYES  
Superintendent of Education

**PERSONNEL SERVICES DIVISION  
GUAM PUBLIC SCHOOL SYSTEM**

P.O. Box DE  
Hagatna, Guam 96932  
Tel: (671) 475-0495 thru 475-0498  
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RAMON T. LIZAMA  
Administrator

**April 23, 2007**

**An Equal Opportunity Employer**

**ANNOUNCEMENT  
~CONTINUOUS~**

The Guam Public School System wishes to announce for **OPEN COMPETITIVE** and **PROMOTIONAL EXAMINATION** for the following class of position to **ESTABLISH A LIST:**

**PSYCHIATRIC SOCIAL WORKER II (3.067)**

**SALARY:** Pay Grade N

Open: Step 1-10, \$31,064.00-\$46,596.00 Per Annum

Prom: Step 1-20, \$31,064.00-\$65,728.00 Per Annum

**DUTY:** Twelve (12) Months

**NECESSARY SPECIAL QUALIFICATION:**

Possession of a valid driver's license.

**MINIMUM EXPERIENCE AND TRAINING:**

- (A) Two (2) years of experience as a Psychiatric Social Worker I or equivalent work, and graduation from a recognized school of social work with a Master's degree in psychiatric social work or related that required a clinical practicum or internship; or
- (B) Any equivalent combination of experience and training beyond the Master's degree which provides the minimum knowledge, abilities and skills.

**NOTE:**

Documents to verify training and experience that are required, must be submitted with the employment application form before evaluation can be made. Only training and experience supported by satisfactory documents will be credited.

**NATURE OF WORK IN THIS CLASS:**

This is complex professional psychiatric social work.

Employees in this class perform the full range of complex professional duties in providing clinical treatment, including independent work in specialized areas of the profession. Employees often serve as team or group leaders over less experienced professional staff.

**ILLUSTRATIVE EXAMPLES OF WORK:** *(Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed).*

Performs intake interviews and clinical evaluations to diagnostically assess and determine treatment needs of clients; develops a diagnostically based treatment plan in consultation with the psychiatrist and other members of the health team. Provides therapeutic treatment to patients; including individual psychotherapy, group therapy, family therapy, play therapy and other appropriate form of behavior modification. Performs "crisis intervention" upon emergency and secures appropriate services as necessary. Provides home visits or satellite services to clients, administering the necessary treatment plans. Consults, collaborates and coordinates with other governmental agencies and community resources regarding specific cases. Writes progress notes and clinical notes about patient care and history to insure continuity of care and adequate follow up treatment. Participates in formulating program policies, procedures and other guidelines. Serves as link between patients and community; refers patient or family to other community resources. Performs related duties as required.

**MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:**

Knowledge of the principles, practices and techniques of psychiatric social work.  
Knowledge of the dynamics of human behavior pertinent to diagnostic or treatment interviews.  
Knowledge to utilize relevant personality theory, casework methods, supervision and consultation in clinical social work practice.  
Ability to make work decisions in accordance with program guidelines.  
Ability to interpret and apply pertinent laws, rules, regulations and other program guidelines.  
Ability to function constructively under the pressure and risks involved in working with persons having complex social, physical, emotional and related problems.  
Ability to prepare accurate case histories and factual reports.  
Ability to work effectively with the public and employees.  
Ability to communicate effectively, orally and in writing.  
Ability to maintain records.  
Skill in interviewing and development of diagnostically based treatment plans.  
Skill in the safe operation of a motor vehicle.

**WORK ELIGIBILITY INFORMATION:**

Public Law 99-603 (8USU Section 1324A) requires the Government of Guam to verify the identity and work eligibility of all newly hired employees. All employees shall be required to provide proof of identity and work eligibility to work in the United States. The Government of Guam is required to comply with this law on a non-discriminatory basis.

If you are hired to fill a position with the Guam Public School System, Government of Guam, you will be required to present valid documents that will establish your identity and work eligibility in the United States and its territories. Any one or combinations of the following documents may be required.

- |                                 |                                   |
|---------------------------------|-----------------------------------|
| - Certified Birth Certificate   | - Government of Guam I.D. Card    |
| - U.S. Passport                 | - Original Social Security Card   |
| - Naturalization Card           | (not laminated)                   |
| - "Green Card" (For Immigrants) | - Other proof of work eligibility |

**PRE-EMPLOYMENT TUBERCULOSIS TESTING:**

All applicants accepting employment with the Guam Public School System are required to submit a Tuberculosis Work Clearance. Upon employment and annually thereafter, employees must submit a Tuberculosis Work Clearance as a condition of continued employment. Expenses for the Tuberculosis Testing must be paid for by the applicant.

**PRE-EMPLOYMENT PHYSICAL/MEDICAL EXAMINATION:**

All applicants accepting employment with the Guam Public School System must take and pass an entry physical/medical examination as a condition of continued employment. Expenses for the physical/medical examination must be paid for by the applicant.

**DRUG SCREENING:**

Pursuant to Executive Order No. 95-29 and the Guam Public School System Personnel Rules and Regulations, all applicants selected for appointment in the Guam Public School System, Government of Guam, will be required to undergo Drug Testing as a condition of employment. Expenses for the drug test must be paid for by the selected applicant.

**POLICE & COURT CLEARANCES:**

Pursuant to Executive Order No. 2005-34 and Public Law No. 28-24, all applicants selected for employment are required to submit Police and Court Clearances (Superior Court of Guam and U.S. District Court of Guam) before commencement of employment.

**APPLICATION DEADLINE:**

Applications will be accepted daily from 7:00 a.m. to 6:00 p.m., Monday through Friday, except holidays.

**APPLICATION SUBMISSION:**

Interested applicants must submit an "Application for Employment" form to the **GUAM PUBLIC SCHOOL SYSTEM, PERSONNEL SERVICES DIVISION**. Applications can be obtained at our office, located on the 1st floor of the Governor Manuel F.L. Guerrero Building in Hagatna or visit the **Guam Public School System's website at [www.gdoe.net](http://www.gdoe.net)**

**EXAMINATION REQUIREMENTS:**

A Written test is not required. Applicants will be rated on a scale between 70.000 to 100.00 percent on the basis of their training, education and experience in relation to the requirements of the position.

**FOR FURTHER INFORMATION:**

Please call 475-0495 through 475-0498 or come by and visit our office.

  
**RAMON T. LIZAMA, Administrator**  
**Personnel Services Division**